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DDI-474466

106-4063/4

19 November 1966

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Inspector General's Survey of
Printing Services Division

1. The Inspector General's report on Printing Services Division contained certain recommendations for action by this Directorate.

2. We have taken action as follows on the recommendations:

Recommendation No. 1

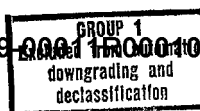
That the Deputy Director for Intelligence instruct the Director of Basic Intelligence to examine with the Chief, Printing Services Division, alternatives to the present method of arriving at a finished publication, with a view toward eliminating double printing operations and if no acceptable alternative can be agreed upon, submit to the Executive Director-Comptroller written justification for continuing present practices.

Action

Agreement has been reached between the Director of Basic Intelligence and the Chief, Printing Services Division that by this coming January, all General Surveys will be processed in the new EPIC system of printing. This will completely eliminate the problem of extensive changes after material is set in type.

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Recommendation No. 2

That the Deputy Director for Intelligence charge the Chief, Graphics Register, with responsibility for arriving at mutually satisfactory arrangements with the Chief, Printing Services Division, regarding the following:

- a. PSD's capacity to meet increasing requirements for color and motion picture photography.
- b. Improvement in delivery times to Graphics Register, especially of prints made under contract by Fotochrome.
- c. Quality control of photographs delivered to the Graphics Register.
- d. Improving the skills of Graphics Register personnel in judging the quality of photographic products.
- e. Elimination of duplicate handling of photography by Printing Services Division and by Graphics Register.
- f. Elimination of Graphics Register's photographic processing facilities when Printing Services Division moves to its new building.

Action/Comment

- a. As a result of the recent cut in Graphics Register, requirements on Printing Services Division for processing of motion picture photography will be substantially reduced. GR will be providing PSD with new estimates of requirements for their analysis.
- b. Contractor processing time is now on a satisfactory 5 working day schedule.

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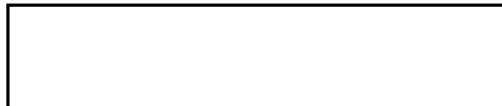
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c. The number of unsatisfactory prints is extremely small -- less than 1% of the total -- and does not present a significant problem.

d. Graphics Register personnel are already well qualified to judge the quality of photographic products. However in the future GR plans to use Printing Services Division's basic orientation capabilities for training of new personnel.

e. Chief, Printing Services Division states that there is no duplicate handling of photography by Printing Services Division and Graphics Register.

f. We have no objection to the transfer to PSD of such GR film processing activities as they are capable of handling within our tight time limitations. These activities now take only about one man-year's effort. Chief, GR and Chief PSD will be working out details prior to PSD's move to the new building.



EDWARD W. PROCTOR

Assistant Deputy Director for Intelligence

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